

MINUTES – AUGUST 6, 2012

The Caswell County Board of Commissioners met in regular session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, August 6, 2012. Members present: Cathy W. Lucas, Vice-Chair, William E. Carter, Jeremiah Jefferies, Gordon G. Satterfield, Kenneth D. Travis and N. Kent Williamson. Absent: Nathaniel Hall, Chairman. Also present: Kevin B. Howard, County Manager, Brian Ferrell, County Attorney, and Angela Evans representing The Caswell Messenger. Paula P. Seamster, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Vice-Chair Lucas opened the meeting with a Moment of Silent Prayer.

PLEDGE OF ALLEGIANCE

Vice-Chair Lucas asked the Board of Commissioners and the citizens present to stand for the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice-Chair Lucas stated “Fellow board members if you would take a moment to look over the agenda. We do have a change tonight; Item 12 needs to be deleted. We also have an addition of a Resolution in Support of Naming the Bridge on NC 57 in Milton in honor of Thomas “Tom” William Buck. We will insert that into Item 12.”

Commissioner Travis moved, seconded by Commissioner Williamson to approve the agenda as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commissioner Jefferies moved, seconded by Commissioner Travis to approve the Consent Agenda.

Vice-Chair Lucas asked “I have a question on the Budget Amendment, on page 26 under Section XIV-B pertaining to the County Building Fund operations for the Tennis Court project. The expense amount is \$60,998 including matching funding and grant funding and then on the Revenue side I see it being appropriated to Water & Sewer.” Mr. Howard responded “I think that is an error on how that is written. It was just for that project.” Vice-Chair Lucas continued “Where should it be from?” Mr. Howard responded “The tennis courts should be coming out of the Capital Improvement Fund.” Vice-Chair Lucas asked “And definitely not coming out of Water & Sewer?” Mr. Howard responded “And definitely not coming out of Water & Sewer. If you want to approve everything but that section we can come back at the next meeting and do that one if you would like. It is just not worded correctly here.” Vice-Chair Lucas stated “I would like to see that change. So we have a motion for approval and a second with the change in terminology.” Mr. Howard responded “Or you could vote to change the wording to Capital

Improvement or County Building Fund would be fine.” Commissioner Jefferies and Commissioner Travis agreed to amend the motion to change the terminology in XV-A from the Water & Sewer Fund to Capital Building Fund.

Upon a vote of the motion as amended, the motion carried unanimously.

The following items were included on the Consent Agenda:

- A. Approval of Minutes of July 12, 2012 Special Meeting
- B. Approval of Minutes of July 16, 2012 Regular Meeting
- C. FY 2011-12 Budget Amendment #10

PUBLIC COMMENTS

Vice-Chair Lucas opened the floor for public comments.

Mr. John Claggett came before the Board and made the following comments:

“Good evening my name is John Claggett and I reside at 108 Jaye Lane, Providence, NC.

In the portion of the agenda this evening addressing the EMS Fraud, Waste & Abuse, for journalistic accuracy and hopefully a better understanding by certain members of the Board I would like to say first of all that my fellow taxpayers as well as myself, are not anti-EMS as previously explained to the County Manager and the EMS Director. Hopefully by this point “all” of the Board members have a working knowledge of, or at least familiar with this policy they adopted this past January.

Now, so hopefully everyone is singing from the same sheet of music, let me state once again “for the record”, the circumstances cited by me is in accordance with the county’s policy. For those of you who are familiar with the policy I refer you to the PURPOSE of the policy and that is to prohibit dishonest acts and/or fraudulent activity and to advise employees, administrators, and elected officials of their responsibility to report suspected fraudulent activity to the appropriate County office.

I now refer you to the SCOPE of the policy which basically states to whom this policy applies, which also includes employees of local boards and commissions over which the Board has authority to require general policies to be followed.

Now we come to the GOAL of this policy which is to establish and maintain a fair, ethical, and honest working environment for all County employees, customers, suppliers and anyone else with whom the County has a relationship.

The policy explains the definitions of Fraud, Waste and Abuse. It talks about the Deterrence of and the reason for occurrences of this behavior. It explains the most frequently cited RED FLAGS of Fraud, Waste and Abuse and it explains FRAUD PREVENTION.

As per the SCOPE of this policy by being an appointed Planning Board member I am required by the County to report fraud or suspected fraud. As stated previously, I nor my fellow taxpayers are anti-EMS we are just policy compliant.

We hope that Commissioner Carter is now familiar with “his” policy and understands that “Mr. Claggett” is not anti-EMS. What an ugly insinuation to the taxpayers coming from a member of the Board of Commissioners. We also hope that the discrepancies contained in this policy with respect to the County’s emergency vehicles can be amended. Thank you.”

With no other public comments Chairman Hall declared Public Comments to be closed.

DAN RIVER BASIN ASSOCIATION SUNLINE DRIVE PARKING AREA REQUEST

Mr. Chad Hall stated “Thank you Ms. Chair and members of the Board. Thank you for seeing me this evening. My name is Chad Hall and I work with the Dan River Basin Association. I am the Heritage Trails Project Manager here in Yanceyville, working in Caswell County. I am here tonight to request permission to pursue the development of a parking area off of the cul-de-sac on Sunline Drive. I believe you had some materials sent to you that had an aerial image. If you will look on the left hand side you will see Firetower Road and you will see Sunline Drive coming off of it to the east down below Wizard’s Cauldron. It is at the end of Sunline Drive that we are looking at for this parking area. If granted permission we will obviously have any follow up with you or the county manager that you wish to have because there are a couple more steps we will have to take before this can become a reality. One is we have to go to the Town of Yanceyville’s Board of Adjustments to get a final number of parking spaces determined for us. We also need to submit a sketch plan to the NCDOT for review and there is also a \$50.00 fee associated with that driveway permit. The Dan River Basin Association can create the sketch plan similar to what you have and can take care of any fees. We are also confident that we can secure the funding to create this parking area. We are here just seeking permission. We are not looking for anything financial, just looking for permission to pursue this. Just to let you know where this comes from, a little history here, we began building trails at the Senior Center and the area off of Sunline Drive back in 2009 and those efforts have significantly increased in 2011 and 2012 with adding over a mile and half of trail in the past 6 months. Most of that has been cleared and is available for use by the public but some sections still needs some stumps removed and that is what is bringing us to this issue. At the end of Sunline Drive there is a ditch section that goes around it. There has been some concrete dumped into that section that we need to get cleared out and then piped so we can get access to that area. Being a NCDOT right of way #1 they don’t want any parking around that cul-de-sac once the trails are opened and #2 for them to come in and pipe that section they are going to require a driveway be put there. That is what started these conversations and I called Kevin and that is what has gotten us to this point to ask you for this permission. Some of the details about the sketch plan and I will go through them kind of quick because these are just a sketch of what our intentions are. The yellow dots on the plan indicate the areas of the trails that we have cleared for the corridor. What I will call your attention to is in the highlighted area there is a blue creek to the north side of the parking area that I have drawn in for you, we can’t get any machinery across that creek and the bridges we are looking to build for bikes and people won’t accept the weight of that machinery so we need to come in off of the cul-de-sac. That is what is leading us to this. That is the last section of the trail that we need to get

the stumps removed from to be able to open up to the public and we would very much like to do that. We also feel like a dedicated parking area off of that cul-de-sac would be a good experience for the guests there as well. Per that sketch plan we are proposed to stay a minimum of 20 feet off of the property lines. Haynes Brigman says we only need to be 15 but we are going to be as far off of the property line as we possibly can. The plan that we currently have yields anywhere from 10 to 18 spaces. We can also go to the southeast if we hear from the Board of Adjustments if in time there is a need to expand this parking area. We are currently proposing this to be a gravel parking area and crossties as the wheel stops. It is not as formal as you would find at Maud Gatewood but neither are the trails so we feel it is more consistent with what we are trying to do with people coming out into the environment and leaving suburbia behind. With this request there are some amenities we would like to add. We would like to add a kiosk that has a map of the trails there at the trail head and if desired benches, picnic tables, trash cans and anything like that. It does bring up a couple questions that we have not answered. The trails will be maintained but when it comes to clearing out that trash I don't know if that would fall to the Town or the County that is an issue that we have not answered and if there is any desire to control any access to the site. We would like to see it open as much as possible but we understand that we don't control the access and there may be an increased need to police that area. There are things that we can do with that buff area from the cul-de-sac to the parking area to allow visibility and make it easier to patrol as long as it keeps within the ordinance. That will allow better site lines into the site and if there is a desire to add lighting that is something that we can add. Again all of these upfront costs DRBA can absorb those and if not I will come back and report it but as far as I see it looking at all the numbers that we have we can control all of those costs. It is just when the parking lot goes in, long term maintenance costs those are the questions that remain. Our goal for the parking area is for this place to be safe, fun and we are trying to create a fit community and we are trying to find another alternate avenue for recreation in this town and in the county. By giving us permission to put in this parking lot we think we can provide for a lot of people to come out and enjoy this. One other note that I will add is there is some parking beside the Animal Protection Society that will give you access to these trails. It is just not what we really deemed to be our trail head. We had always imagined that it would be in and around the cul-de-sac but we can in the short term have some parking out there and NCDOT has expressed that they do not want to see that. I will be happy to answer any questions that you have. That is all I have to report."

Commissioner Satterfield asked "Mr. Manager, do you know how many acres are in that tract there in the Industrial Park where the parking lot is going? I am just a little bit concerned Mr. Hall about because it is the last tract of land there that is possibly an industrial site and I don't know how the terrain lays. I have not walked it. I was wondering if you would construct the parking lot over to the left hand side, on the other side of that little branch and not go back so deep in there. Do you know how many acres there is Mr. Manager?" Mr. Howard responded "I think it is a 10 acre tract but I am not positive." Mr. Hall responded "If I may Mr. Satterfield to answer your question to that left hand side it falls off to a pretty flat area. We would need to raise that area a little bit. Also where that creek is coming through we would need to create a large bridge. Going out of site there is an old road bed that runs off to the right hand side and that is what we would be following to get you up to this parking lot so it would be minimally evasive. I am sorry I did not explain that to be more clear."

Vice-Chair Lucas asked "What is the proximity to Oakwood Elementary School?" Mr. Hall responded "Oakwood Elementary School and this location are about 250 to 300 feet away. The distance between that parking lot, bay to bay, is about 60 feet and if I replicate that I am coming up with about 250 to 300 feet away from that fence line. The trail itself comes within 25 feet of that fence line." Vice-Chair Lucas continued "Are there any concerns as far as safety?" Mr. Hall responded "We spoke with the school. They have a fence that goes all the way up and they did not see any problems as long as we were not penetrating that fence."

Commissioner Satterfield asked "Do ya'll by chance have this spot marked off out there?" Mr. Hall responded "It is not marked off just yet. I wanted to get permission before I did that. I actually have to get a surveyor to come out to make sure that we get that property line just right before we come off of it. I wanted to get permission and also find out how many parking spaces we are talking about before we start marking anything out there." Commissioner Satterfield continued "That property would change hands from the Board of Commissioners to the Dan River Basin Association?" Mr. Hall responded "No sir this is just permission to build the parking lot on county owned land. Another reason looking long term if this property is ever developed for industrial, coming into a graveled parking lot is easier to take out than asphalt in the long term. I think it works for everybody if we can get permission to do this."

Vice-Chair Lucas asked "Have we checked on the restrictions in the industrial park?" Mr. Howard responded "This is okay. We have been doing trails all along." Mr. Hall added "Originally when Mr. Parrish was here as the town manager we spoke with him about any restrictions and he mentioned that we did not have any as related to trails in zoning if that is what you are asking about." Vice-Chair Lucas continued "That would be for the town. I am talking about the County Industrial Park." Mr. Howard responded "There are not restrictions in the restrictive covenants."

Commissioner Satterfield asked "Mr. Hall would it be possible at all to take that parking lot further to the right hand side of the boundary? I would hate to see grant money or whatever you use to put this parking lot in and then six months later we get a prospect and they want to come in there and we have to tear up a parking lot." Mr. Hall responded "The parking lot area can move to the southeast based on the lay of the land. It can either grow that way or move in that direction if it moves we are just extending the throat to get you to it. We can pull off of that property line. It would offset you deeper from the right of way again as far as patrolling and visibility standpoint it could be more cumbersome but we can definitely do that." Commissioner Satterfield continued "Madam Chair I would like to see him go out there and flag this area that he is proposing and we go out and look at the property line to make sure that this parking lot is sited somewhere where it won't have to be pulled up if we need to extend that road on down in there. With 10 acres we might possibly put 2 or 3 industrial sites down there."

Commissioner Lucas asked "When will you find out from the Town of Yanceyville on the number of parking spaces?" Mr. Hall responded "We are to go to the Board of Adjustments as soon as we can. I wanted to get permission from you to pursue this. It would be rude to go to them without having talked with you. If you will let me know that it is okay to pursue this I will set up the meeting as soon as I can. In speaking with Haynes and he was not here when Maud Gatewood was put in he was not sure where the number of 18 spaces came from. He felt that

with this being a nature trail and might not be used as much he encouraged me to try and get somewhere between 15 and 18 spaces. That is where this came from.”

Commissioner Satterfield moved, seconded by Commissioner Travis to table until Mr. Hall and his associates have time to go out and flag it where we can take a look at it or the County Manager can look at it. The motion carried unanimously.

Mr. Ferrell stated “Madam Chair if I may, the county would want to have a parking lot development agreement with the Association as a component of this to set all the rights and responsibilities of the parties as it pertains to construction and the ongoing maintenance of it. As it moves forward I will bring that back up again but I wanted to mention it now.”

Mr. Hall asked “If I understand correctly with this being on county owned land to build this parking lot we would need to at least get 3 bids in for that, is that correct, if it comes to being granted?” Vice-Chair Lucas responded “Yes.”

NEW LEASE AGREEMENT FOR FAMILY SERVICES

Mr. Howard stated “In your packets you have a memo from me and the process we went through. It mentions the rental amount we pay now. Ms. Poole mentioned at the last meeting that we have to make all the repairs to that structure. Ms. Poole talked to several real estate agents and other private owners. We received 2 responses to it. The others did not respond. The lowest one was for \$650 a month and that owner is will to make repairs to the building as well. There is also a sample lease agreement enclosed for that building. I will be happy to answer any questions.”

Commissioner Satterfield asked “Mr. Manager I understand that the proposed rent for where we are at is \$795.68, is that correct?” Mr. Howard responded “The current rent went up to \$795, yes sir.” Commissioner Satterfield continued “And the other lease agreement is for \$650 a month, is that correct?” Mr. Howard responded “Yes sir.” Commissioner Satterfield asked “Now this \$650 if I read this thing right we have to look at ad valorem taxes and I think a homeowner’s policy we have to pay for fire insurance and so forth, right?” Mr. Howard responded “I will have to check on that.” Commissioner Satterfield continued “I was thinking I read that in here. Do we have a cost on those two items?” Mr. Howard responded “No sir I do not have that with me.” Commissioner Satterfield asked “That is part of the rent right, is that correct?” Mr. Howard responded “No the lessor is the owner of the property. The property owner pays all taxes and provides homeowners insurance. We will have to provide our own liability and renter’s type insurance to cover the contents but not the homeowner’s insurance to cover the dwelling and then the lessor will pay all property taxes.” Commissioner Satterfield asked “So we are not responsible for any type of fire insurance or anything like that?” Mr. Howard responded “No sir. We will have insurance on contents like a normal renter’s insurance. We will have insurance on the content in case there ever was a fire but not the structure itself.” Commissioner Satterfield stated “I notice in reading the two contracts just to make sure that everything is the same, the contract that we currently have includes appliances such as refrigerator, stove, hot water heater, washer, dryer and maybe some others I don’t know. Does the new contract have the major appliances included or do we have to buy new appliances or what?” Ms. Shanna Poole, Family

Services Director, responded "Where we are currently at the appliances that are there from the Hooper's is the refrigerator and stove. We have our own washer and dryer. The potential new place will provide a refrigerator and stove as well. The only thing we will be carrying as far as the appliances will be the washer and dryer." Commissioner Satterfield continued "Why did we buy a washer and dryer when we knew they were going to furnish them?" Ms. Poole responded "That I am not sure of. I came on in December and we had a new washer and dryer. I am assuming the ones that come with the house were older ones and washers and dryers only last so long." Commissioner Satterfield stated "I understand but it said if one needed to be replaced they would replace it. That is the reason I was asking the question. You are pretty sure they are our washer and dryer?" Ms. Poole responded "Yes sir." Commissioner Satterfield asked "So we are looking at the total expense of being \$650 per month is that correct Mr. Manager?" Mr. Howard responded "Yes sir." Commissioner Satterfield continued "And that includes everything?" Mr. Howard responded "Yes sir."

Vice-Chair Lucas asked "Are we talking about more square footage?" Ms. Poole responded "Yes ma'am. Well let me change that. The house that we are currently in has a basement but it is not inhabitable for the North Carolina Council for Women. It is not insulated. It is just an open basement. There are no walls and no sheetrock or anything in the ceiling. There are exposed wires and exposed heating and all of that stuff. The only thing that we have in the basement is the washer and the dryer. Without the basement where we are currently at versus where we want to go to there will be more square footage. Where we are now, we only have 2 bedrooms for clients, which only holds 5 beds. Where I would like to go to has a total of 4 bedrooms and one we would use for an office for staff and the other 3 bedrooms for clients which will hold up to 12 beds opposed to the 5 we have now." Vice-Chair Lucas asked "When does the current lease terminate?" Mr. Howard responded "If you wanted to get out of it normally it would be June 30th." Vice-Chair Lucas continued "So did we renew the lease or does it automatically renew on July 1st?" Mr. Howard responded "I will have to check on the language." Ms. Poole responded "I understand it went to a month to month lease." Vice-Chair Lucas asked "It went to a month to month lease?" Ms. Poole responded "That is my understanding yes." Vice-Chair Lucas continued "But it was an annual lease?" Mr. Howard responded "It was an annual lease but now it is a month to month lease with a 60 day notice to terminate." Vice-Chair Lucas asked "Have the current lessors been contacted about the process?" Mr. Howard responded "They have been talked to, yes ma'am." Ms. Poole added "After the last time I came before the Board it came out in the Caswell Messenger before I had a chance because I did not want to talk to them before I knew if we were going to be able to move or not. It was printed in the paper so I felt obligated to contact them and let them know our intentions so yes I have talked to them about it." Vice-Chair Lucas asked "Who approached you about changing locations? Did anyone approach you?" Ms. Poole responded "No, it is just the set up we have there is not comparable to anything. As far as office space, we don't have an office space. We have a divider which is a half wall that is between the client's living room and office space." Vice-Chair Lucas continued "Didn't we correct that at the last meeting?" Ms. Poole responded "Yes and no as far as my office space. The staff office takes the intake of calls so they will need an office there where they can still take calls. Any conversations that are held over the phone can be heard by everyone." Vice-Chair Lucas asked "Have we had any other issues or problems other than just wanting to change locations?" Ms. Poole responded "No ma'am." Mr. Howard responded "There is the issue of we are responsible for repairs. There is

the cost of the lease and there are the repairs which are an additional cost. Every overhaul and repair needed we are having to make those.” Vice-Chair Lucas asked “When the Town asked us to take this over we are responsible for the administering the funds is that correct?” Mr. Howard responded “The cost for everything comes out of grants. County staff does do maintenance but it is a burden on the grants. It is two or three thousand dollars a year that we are spending on repairs and if we move to another building we will not have those costs.”

Commissioner Travis asked “I noticed the property has a for sale sign on it, does the property have a contract on it?” Mr. Howard responded “The property we are looking at is for sale but if we approve this lease it will be taken off the market. That is my understanding.” Commissioner Travis continued “So they do not have a contract for someone to buy it?” Mr. Howard responded “No sir, not that I know of.” Commissioner Travis asked “If we move over there can it be sold?” Mr. Howard responded “No sir, if we move over there the property will not be up for sales any longer.”

Commissioner Jefferies asked “Ms. Poole I was not here at the last meeting. Does this building that you are talking about have everything that you need in it?” Ms. Poole responded “Yes sir it is very comparable to our needs.” Commissioner Jefferies continued “And the renter will keep up with all the repairs?” Ms. Poole responded “Yes sir.”

Commissioner Jefferies moved, seconded by Commissioner Carter to accept the lease in the amount of \$650 a month.

Mr. Ferrell stated “If we could use the general statutes wording to include a motion to approve this particular lease needs to be in the form of a resolution. If you would just make a motion to approve a resolution to adopt the lease. That would be procedurally correct under state law for this lease.”

Vice-Chair Lucas asked “Should we not see the resolution before we approve this?” Mr. Ferrell responded “We can do an oral resolution, a resolution to approve the lease. The resolution would essentially be his motion, an oral resolution made before the Board right now to approve the lease if he wants to do it that way. The approval of this lease needs to be done in the form of a resolution.” Vice-Chair Lucas continued “I would still like to have the resolution in writing before approving this lease.” Commissioner Jefferies responded “I think we are right in the process in the way we are doing it. I was not at the last meeting but he was the lowest bidder and he has agreed to make all the repairs so I don’t see a problem with the resolution to move forward.”

Commissioner Satterfield asked “Mr. Manager what is the amount of the security deposit? Is it one month? It does not have it listed. It is blank.” Mr. Howards responded “One month’s rent.” Mr. Ferrell stated “It is blank in the form of the lease you have there but if that is the assumption of one month the lease that you will approve will have the one month amount in there. The motion can include the security deposit as one month’s rent be included in that blank.” Commissioner Jefferies stated “I will amend the motion to include one month’s rent for the security deposit.” Mr. Carter seconded the amendment.

Vice-Chair Lucas asked "I have a few more concerns. With this process did we advertise?" Mr. Howard responded "We normally do not advertise when we are looking at difference properties to lease." Vice-Chair Lucas continued "Did we not have to get involved in this decision?" Mr. Howard responded "She is technically a county department so we were involved in the process. She did all the leg work and then she came to me and explained to me what she had and what was available and we moved forward based on those."

Upon a vote of the motion to approve the resolution to adopt a lease and to include one month's rent for the security deposit in the lease agreement, the motion carried by a vote of five to one with Vice-Chair Lucas voting no.

TERMINATION NOTICE FOR FAMILY SERVICES SITE

Ms. Shanna Poole stated "That just basically follows what we just went through. I need to contact Hooper Brothers to give them a 60 day notice so we can vacate the premises if that is okay."

Vice-Chair Lucas stated "I think we should have reversed the order of this. Without talking to the current lessors I think it is an injustice to those folks that have provided the service since the inception of this program."

Commissioner Williamson moved, seconded by Commissioner Jefferies to approve the termination of the lease with the current lessors, Hooper Brothers. The motion carried by a vote of five to one with Vice-Chair Lucas voting no.

UNITED WAY COMMUNITY ASSESSMENT

Ms. Shannon White stated "Good evening. Thank ya'll for having me here tonight. You have a really busy agenda so I won't take long. I am basically here bringing gifts and to say thank you. I have been working with United Way of Caswell County for the past year under a planning grant from the Danville Regional Foundation. As part of that planning process one of the things that we have done is pulled together a lot of the individual assessments studies that have been done in the County over the past several years. As you guys know better than anyone we have a lot of little individual snap shots floating around in the county in various departments, various non-profits and things like that. One of the things that we look to do was to pull all of that data into a single resource that could be used by government agencies, local non-profits and the like in decision making and in particular grant writing. Those of you who have experience in grant writing know that they want numbers and they want lots of them. This basically gives folks one comprehensive source for data. As you can tell it is huge which is why you guys received the digital copy. I say thank you because we went to 42 different agencies both non-profit, governmental and state agencies. I have to give major kudos to the county departments for their willingness to help us out. Everybody knows county government folks are very busy. Most of them are doing the work of 2 and 3 people but they never fail to stop and call us back and let us know 'hey we have this study you might want to check out or you know we really don't have anything that fits that but have you call this person here'. They were extremely helpful and we appreciate that. I am going to leave a tabbed, printed copy here with Kevin so that it is in the

county manager's office. Now that I have let you guys see this I am going to send it out to the county department heads digitally so that they have it. Just to let you guys know we do have a United Way here in Caswell County. There have been a lot of questions in recent years as to whether or not we do. They have functioned very quietly, under the radar, pure volunteer force. They have up until this point served primarily as a United Fund. As you know 72% of our folks work somewhere else. They go out there and they donate money to Caswell County United Way through their local United Way contributions. That money comes back into the county and then is disbursed out through allocations every year. This year United Way has budgeted \$15,000 which is all of the money they are expecting to get from out of the county back out to 6 local agencies. We are going to be kicking off our campaign in September. It will be the first big local United Way campaign that we have had in many, many years. We are really looking forward to getting some local support so that we can do more to help local agencies and really turn this organization into one that is driven for community impact. There are a lot of agencies that have a hard time going out there and going after these large pots of money. They don't have the capacity to do it. Our goal is to set that organization up to where we have the capacity to fill in some of the gaps so that local agencies can do what they do best which is providing programming. I have some brochures that I will leave with Paula. If anybody has any questions please don't hesitate to ask or call and thank you."

COOPERATIVE EXTENSION 40-HOUR SPECIAL LEAVE

Mr. Joey Knight, Cooperative Extension Director, stated "I come to you this evening to request a special leave that was granted by the Governor in the state budget approval for 40 hours of special leave. As most of you probably know we are state employees but we are prorated with our salaries as far as county portions and state portions which range anywhere from 32% to 50% that the county pays for these state employees. We appreciate the raise that we received as county employees and we understand that it was prorated. This special leave is an additional amount that comes to the state employees and it is prorated too. Even though the state says 40 hours we will only get approved a certain amount of whatever the state pays the salary. So if I get say for example the state pays 55% of my salary then 55% of that 40 hours is what I would get unless the county approves this. We have 6 state employees at the Cooperative Extension. Special leave is just like the bonus leave that you all granted to us about 5 years ago. This is different because with the special leave is you have to use it, if you don't use it between July 1, 2012 and June 30, 2013 it is forfeited. You lose it. You cannot carry it over towards your retirement. Let say I decide to resign you cannot pay it out to me that leave that I have not taken. It just goes back to the state and to the county. What I have come tonight for is to request that you all would approve the remaining fund, the county portion of the special leave for the employees. Are there any questions?"

Vice-Chair Lucas asked "You are referring to it as the county's portion?" Mr. Knight responded "Right." Vice-Chair Lucas continued "And the state decided to give you time in lieu of a pay raise, is that correct?" Mr. Knight responded "That is right. Even though the governor approved to give 1.2% to state employees those monies go to NC State University and then they come up with their formula so some of my employees will not get any raise from the state side. Some might get ½% or whatever formula they come up with." Vice-Chair Lucas asked "How many employees are we talking about?" Mr. Knight responded "6 employees, 2 secretaries and 4

agents.” Vice-Chair Lucas continued “How are they broken down percentagewise with the state and the county?” Mr. Knight responded “Like I said anywhere between 32% and 50%. Our 4-H agent is paid the most from the county and that is 50%. This is another way to try to help the employees get their raises up across the board to where the county is at. It does not cost the county anything, it is just an approval. Before they can take vacation leave they have to take the special leave days. They have to take that time up. It is like it was before with the bonus leave, we agreed that the employees had to take the time. Say for example, when Ricky Williams was there as the tobacco agent he had to take those 40 hours up before he retired.”

Commissioner Satterfield stated “Madam Chair I just have a little bit of a problem Joey and I understand where you are coming from. When we approve the county hours to be given to you all and no other county employees then it becomes a thing of treating other employees differently. The raise we gave county employees you got your portion.” Mr. Knight responded “We got a portion of it, right.” Commissioner Satterfield continued “Based upon how much the county pays of your salary. I think the state this before I think. About a year or so ago they gave additional hours off in lieu of a raise.” Mr. Knight responded “We got our about 5 years ago and it was called a bonus leave which is a little different from special leave.” Commissioner Satterfield asked “Was that prorated? So much from the state and so much from the county?” Mr. Knight responded “It was prorated too.” Commissioner Satterfield continued “What did the county do at that time?” Mr. Knight responded “The County approved it.” Commissioner Satterfield asked “The County approved the whole thing?” Mr. Knight responded “Yes.”

Vice-Chair Lucas asked “We voted to give full time county employees \$1000 and part time employees \$500 so did we prorate your employees?” Mr. Knight responded “Yes, well my JCPC employees are 100% county funded through grants. They received \$1000 raise across the board whereas the extension employees they only received only a percentage based on what the county pays for their salary. Say my secretary received \$320 or \$350 somewhere along in there.” Vice-Chair Lucas asked “Is she part time?” Mr. Knight responded “No she is 100% state but the county only pays a portion of what she receives in her salary. I know it is a county nightmare.” Mr. Howard stated “What we did with them since they are full time employees but we pay a percentage of their salary we prorated the raise we gave them based on what we pay into their salary.” Mr. Knight stated “It is all included in the MOU that we sign every so often.”

Commissioner Jefferies moved, seconded by Commissioner Williamson to grant the 40-hours of special leave. The motion failed by a vote of three to three with Commissioners Lucas, Satterfield and Travis voting no.

EMS FRAUD, WASTE & ABUSE CLAIM

Mr. Jeff Sicz, EMS Director, stated “Good evening Ma’am and commissioners.”

Mr. Howard stated “I am going to start this if that is okay. You have a memo in your packets as it relates to a memo that Mr. Sicz gave me explaining what happened that day and what was going on. He is just here to answer any questions or to give additional information that you may need.”

Vice-Chair Lucas stated "Personally I just need just a little bit of clarification. On the summary of July 2nd the unit in question is Unit 204 and you said that the route that they were taking would not have taken them out of the way, is that correct?" Mr. Sicz responded "That is correct." Vice-Chair Lucas continued "Well previously in the report 204 was assigned to Anderson and 203 was assigned to Providence." Mr. Sicz responded "They went to Hardee's to get something to eat and then they went directly to Anderson. Initially when I did the research well we have three ways of tracking the trucks. We have a daily schedule and that is just autographs that say which trucks go where and it is done a month in advance. We have a section of that data that is actually where the trucks go. This time I look at the autograph and I had 204 going to Providence and I was wrong 204 went to Anderson. I know that my initial statement to the County Manager I said it was on its way to Providence and that was incorrect. It went directly to Anderson. That was an error on my part and I hope that this will not happen again."

Commissioner Satterfield stated "The thing that really stood out to me more than them going to Hardee's was the fact that the vehicles was sitting there running as I understand it unattended." Mr. Sicz responded "There are only a limited amount of situations when a vehicle should be left running sir." Commissioner Satterfield stated "That was not one of them I suppose." Mr. Sicz responded "Yes sir. It was running because we have to keep the back of the ambulance, the box, between 65 and 75 degrees for patient comfort. If you will remember it was warm that day." Commissioner Satterfield stated "I don't remember." Mr. Sicz continued "When we get them back to the base we plug them in and this time we left it running so the air conditioning in the back would keep the back of the ambulance cool." Commissioner Satterfield stated "But it says to leave a county owned vehicle unattended." Mr. Sicz responded "It was in plain sight of the..." Commissioner Satterfield asked "Was it locked?" Mr. Sicz responded "I can't answer that." Commissioner Satterfield continued "What if someone had gotten in it and drove off?" Mr. Sicz responded "I can't answer whether it was locked or not sir." Commissioner Satterfield stated "I just don't agree with anybody leaving the ignition on and the vehicle running and walking in anywhere. It shouldn't be done. It has been some of them things stolen before." Mr. Sicz responded "Yes sir." Commissioner Satterfield continued "I was just reading about a police car being stolen somewhere not long ago. It was unattended and left running." Mr. Sicz responded "I understand your concern. I differentiate between unattended and not being watched." Commissioner Satterfield stated "Someone should have stayed in it." Mr. Sicz responded "If that is what we desire sir I can make that happen." Commissioner Satterfield stated "Well I would desire it but I don't know how the rest of the Board feels about it. I don't think we should leave a county owned vehicle left unattended unless it is at the scene of an accident or something like that and I understand it will be unattended then. To leave it unattended for someone to go in to get a sandwich, no." Mr. Sicz responded "To not be deceptive, there are situations at the hospital when we have to leave the ambulance running unattended also. That is truly unattended because we are inside doing what we do. It has to do with the system that lowers and raises the ambulance. But I understand your concerns." Commissioner Satterfield stated "I would try to limit that as much as I possibly could." Mr. Sicz responded "Yes sir and I will put that word out first thing in the morning." Commissioner Carter stated "I would wait until that comes from the whole Board. I would not do that coming from one commissioner." Commissioner Satterfield responded "Yes, this is just from me. The Board has not taken an action. While I am talking Madam Chair I personally really like this On Duty Activity thing and I think Madam Chair that we ought to look at that really hard and try to

incorporate that into our policy.” Mr. Howard stated “This is actually comes from the operator’s manual from the Iredell County. They sent to me after I sent a question out on the listserv. This is part of their EMS Operations Manual. Some of this we can take out because we don’t have as many ambulances as they do but it does cover everything that we have talked about.”

Vice-Chair Lucas asked “Do we have anything similar to this now in our policy?” Mr. Sicz responded “Not that I am aware of ma’am.” Vice-Chair Lucas continued “My preference would be to look at this policy and make adjustments as needed.” Mr. Sicz responded “Yes ma’am that would be my preference too. I have contacted either administrators or workers from all the counties and all of them accept that their crew members have to go places to eat. None of the policies mention that I was able to find out mention anything about leaving the ambulance running unattended but that is a valid point and I understand sir. Iredell County’s policy is a good policy.” Vice-Chair Lucas stated “I would suggest that this be put together and brought back to the Board.” Mr. Howard responded “We can do it that way but this policy is actually approved on the staff level, the operations manual. What we can do is bring this back to you showing that it has been put into place or if the Board so desires we can make it part of the Vehicle Use Policy when that comes back to you at the next meeting.” Mr. Sicz added “Which is easier for the Board.” Mr. Howard continued “On the staff level you don’t have to adopt it. It can be put in the operation’s manual.”

Commissioner Satterfield asked “Mr. Manager in our policy, I am not so sure but some of this wording may need to go into the County Vehicle Policy because some of this stuff that we have here that is recommended is good but I am not sure that we have this type of coverage even in the county policy on other county vehicles.” Mr. Howard responded “Some of this is covered in the vehicles policy that I gave you several months ago but some of this will be added before I bring it back to you.” Commissioner Satterfield continued “It needs to be look at closely I think.” Mr. Howard responded “Yes sir.”

Commissioner Carter stated “I would just like to say Mr. Sicz I don’t see where it is a problem that you all violated the abuse policy. I appreciate the job that all of you guys have done. I think it is a little bit of nit picking. That ambulance is a diesel right?” Mr. Sicz responded “Yes sir.” Commissioner Carter continued “I think that would be part of the reason for it to be running because it is a diesel. It cost more to stop and start a diesel. I appreciate the job that all of you guys are doing and I think we need to change the policy like Commissioner Williamson said at the last meeting. If we need to change the policy we will do it.” Mr. Sicz responded “Thank you sir.”

RESOLUTION IN SUPPORT OF NAMING THE BRIDGE ON NC 57 IN MILTON
IN HONOR OF THOMAS “TOM” WILLIAM BUCK

Commissioner Satterfield moved, seconded by Commissioner Jefferies to approve the resolution as presented. The motion carried unanimously.

**RESOLUTION IN SUPPORT OF NAMING THE BRIDGE ON NC 57 IN MILTON
IN HONOR OF THOMAS “TOM” WILLIAM BUCK**

WHEREAS, the County of Caswell, wishes to honor Thomas “Tom” William Buck for his honor, duty and loyalty to the Town of Milton, County of Caswell, and North Carolina; and

WHEREAS, the County of Caswell, in support of naming the bridge on NC 57 in Milton after Thomas “Tom” William Buck, wishes to immortalize him and his invaluable impact on so many citizens of Milton and Caswell County by helping to preserve his legacy for future generations.

NOW, THEREFORE, BE IT RESOLVED, that the Caswell County Board of Commissioners, does hereby support appropriately naming the bridge on NC 57 in Milton after Thomas “Tom” William Buck who was the only law enforcement officer killed in the line of duty in Caswell County; and

BE IT FURTHER RESOLVED, that the Caswell County Board of Commissioners will forward this Resolution upon its passage to the North Carolina Board of Transportation for final action in naming this bridge on NC 57 in Milton.

Adopted this 6th day of August, 2012.

S/Cathy W. Lucas

Cathy W. Lucas, Vice-Chair

Caswell County Board of Commissioners

ATTEST:

S/Paula P. Seamster

Paula P. Seamster

Clerk to the Board

CASWELL COUNTY HEALTH DEPARTMENT PROPOSED FEES FOR FY 2012-2013

Dr. Fred Moore, Health Director, stated “Good evening. I had sent the County Manager a copy of this 3 page fee proposal that the Board of Health has considered and approved. Basically there are three different areas where the Health Department charges fees: In our Home Health Agency, our Environmental Health Agency and in the Clinic programs. I have set out the fees here that showed any sort of changes that are there with the fees. Some of the fees went up and some of the fees went down. The Environmental Health fees stayed exactly the same. The changes in the fees were based on cost accounting reports that we get from the state and the cost accountant in our Home Health Agency that we hire for our Home Health Agency. I submit these fees to you for your consideration.”

Commissioner Satterfield moved, seconded by Commissioner Jefferies to accept the Board of Health's recommendation for the FY 2012 – 2013 Proposed Fee Schedule. The motion carried unanimously.

COMMUNITY TRANSFORMATION GRANT

Dr. Fred Moore stated "The Community Transformation Grant is a federal grant that came to North Carolina through the CDC and the Division of Public Health. This grant is distributed to all the counties in North Carolina by regions. We are a part of Region 5 which includes Person County, Caswell, Rockingham, Guilford, Alamance, Orange, Durham, Chatham, I think that is it." Commissioner Satterfield added "And Wake." Dr. Moore continued "Wake is sort of an odd duck in that it is in there but because of their size they sort of have one foot in and one foot out. We are on good speaking terms as far as this grant goes. The grant is a 5 year grant and our region has been approved for two million dollars. The way the grant works is one county has to be the lead county. That county in this region was decided to be Guilford County and they do most of the hiring of staff that is involved with this. That is all taken care of through Guilford County and they are talking about maybe Alamance County hiring one staff member as well. In addition, there needs to be a county that deals with the fiscal part of the budget as far as accepting the money and sending it out to the various counties and that county is Person County. Caswell County actually has no hiring or firing, the money does not pass through our hands, we are a recipient of it. The way this would work is if a project was developed and needed some funds and was agreed upon by the grantees then Caswell County would then receive a small portion of that. What this contract is an agreement between Caswell County and Person County that if we incur these expenses then they will then send up the money. That is my understanding of what this contract is. The county attorney took a look at it."

Mr. Ferrell stated "What you heard from Dr. Moore is consistent with my review of the agreement and Caswell County's responsibilities and obligations. We are a recipient and there will be disbursed funds from Person County and that is the way the agreement is set out. It is in the name of the Caswell County Health Department because the Health Department is unique in that it has its own contracting power through state statute. I said department, I misspoke it is the Board of Health has it independent contracting authority."

Commissioner Satterfield moved, seconded by Commissioner Jefferies to approve the contract between Caswell County Health Department and Person County Health Department.

Vice-Chair Lucas asked "Did this go through the Board of Health?" Dr. Moore responded "Yes it did."

Upon a vote of the motion, the motion carried unanimously.

APPOINTMENTS TO BOARDS AND COMMISSIONS
Board of Health

Vice-Chair Lucas asked “This has to do with the appointment of Ms. Elin Claggett and Ms. Cathia Stewart. Since these appointment we have had a dentist to show interest in applying for this position, is that correct?” Mr. Howard responded “Yes ma’am.”

Mr. Ferrell stated “The Board of Health appointment comes from state statute so if I could explain just quickly where we are with this matter and then perhaps Dr. Moore can address this as well. The North Carolina General State 130-35 sets out the requirements for the Board of Health for which the county commissioners appoint. The size of the Board of Health is set by statute and that is eleven members. There are also certain slots on the Board of Health that are designated for certain healthcare professionals. With certain small counties legislatures recognize that sometimes you can’t fill all of the required slots, an optometrist for example or a dentist in this case. Recently this Board appointed 2 members to the Board of Health. One of those members was appointed to the slot that was reserved for the dentist because there was no dentist that applied for the position on the Board of Health. Now as you see there is a dentist who has applied for membership on the Board of Health. By state statute when a professional that fits a designated slot is available for that slot they have to be put in and the person who was in their slot has to be moved out. That is sort of in a nut shell where we are tonight with this appointment of a dentist. The dentist needs to come on by state law. It is required that you have a dentist in this slot and somebody has to come off. That is where we are.”

Vice-Chair Lucas asked “Who made the determination on the designation of this slot?” Mr. Ferrell responded “What I will tell you is that the Health Director is the secretary to the Board of Health and I assume that the Board of Health keeps the roster of whose slots are whose.” Vice-Chair Lucas continued “Dr. Moore can you explain how this determination was made?” Dr. Moore responded “Yes. That is a question that I had a discussion with Ms. Claggett about. My answer was a random choice. There were two people that fit the general public criteria so I put one in one and one in the other and that is the sum of that thought process. There was no other thought process that was involved in that.” Vice-Chair Lucas stated “I made the motion that night and I just looked at the order in which we were given and I put that in a motion in the same order and if you put that in chronological order Jimmy Koger came first and Dr. Wall came second and Ms. Claggett came first by application and Ms. Stewart came second.” Dr. Moore responded “I have a spreadsheet with the list of members on it. The first paper I got had Ms. Claggett on it and I put it in the first one I got to on my spreadsheet and it was truly a random thought process. There was nothing else other than randomness that went into my choice. Since the Board appoints these members and the attorney can correct me if I am wrong, if they want to appoint to a specific position I would assume that they could do that.” Vice-Chair Lucas stated “We had two applicants so we just need to designate which applicant we want for each position.” Dr. Moore stated “Exactly. In the 12 years that I have been with the Board of Health this is the first time this has ever happened so we are on unfamiliar ground here.” Vice-Chair Lucas asked “I wonder if you ever thought about coming back to the Board prior to making the designation?” Dr. Moore responded “When the assignment was made there was no question. There were two empty slots and two people and I put them in. I just assigned them randomly.” Vice-Chair

Lucas continued “And 8 then days later we had a dentist that is interested and I think that is wonderful.”

Commissioner Satterfield stated “Well I am glad that we have a dentist that wants to serve but at the time we had 2 empty slots like Dr. Moore said with the Board of Health. In all the years that I have served we have never voted to put any particular person into any particular slot because we have never had an access of people to start with. But in looking back at this thing we have only one position now that we can fill because the dentist is going into the other position. We only have one position that we can fill. If you look back at the applications as they came into us Ms. Claggett’s came in on the 8th day of May and the other one came in on the 11th day of May. Based on the time that we got these applications in and we have to make a change which is unfortunate because I know that both of these would make good board members I would have to say that we should go with the first application because of the time limits of it. It is just unfortunate that we have to do anything but it is state law.” Vice-Chair Lucas asked “Should we take a vote to that affect?” Mr. Ferrell responded “By state law what you must do is appoint this dentist to the Board of Health. That is what you have to do. There is no discretion, you have to do that. As a result and because the board can only have 11 members somebody has to come off. So state law says you have to appoint the dentist and then by nature of the size limits somebody has to roll off.”

Commissioner Carter moved, seconded by Commissioner Satterfield to appoint Dr. Rose Satterfield as the dentist to the Board of Health. The motion carried unanimously.

Vice-Chair Lucas asked “Is there further action to be taken?” Mr. Ferrell responded “I don’t know that there is because the secretary has told you how they filled the different slots and if you replace the slot per the Health Director’s spreadsheet you have appointed the dentist and the person in that seat comes off. You don’t have to take any further action.” Vice-Chair Lucas continued “I think the right thing to do based on what Mr. Satterfield expressed is to take action.” Commissioner Satterfield responded “Well I don’t know who is in what seat. I have no idea. I am sorry I was not at the last meeting. I don’t know who is appointed to the dentist seat whether it be Ms. Stewart or Ms. Claggett. It does not make any difference to me but I will make a motion that Ms. Claggett since her application was most timely that she be appointed to the General Public seat and I would assume that it is a general public seat?” Dr. Moore responded “Yes it is a general public seat.”

Commissioner Satterfield moved, seconded by Commissioner Travis to appoint Ms. Elin Armeau-Claggett to the General Public seat with the Board of Health. The motion carried unanimously.

Alamance/Caswell Community Oversight Board

Vice-Chair Lucas stated “What this is Debra Welch called and requested that the Caswell County Board of Commissioners change the name of the Piedmont Health Board of Directors to the Alamance/Caswell Community Oversight Board. There are three members on this board, Ethel Gwynn, Jeremiah Jefferies and Ethel Fuller.”

Commissioner Satterfield moved, seconded by Commissioner Williamson to accept the recommendation of Ms. Welch. The motion carried unanimously.

RECESS

The Board took a brief recess.

NCACC 2013-14 LEGISLATIVE GOAL PROPOSALS

Vice-Chair Lucas stated “It is my understanding that we have until September 17th to put these together and it can be done a number of ways. It can be an adopted resolution by the Board or a letter from the Board chairman on behalf of the Board. We need to pick our issues of concerns that we would like to be addressed. So if you would give some thought to that. We have a form in here. If there are any issues you would like to have addressed we will put this on the next agenda for discussion.”

SOLID WASTE CONTRACT REVISION APPROVAL

Mr. Howard stated “The contract with first Piedmont, what they have asked is when they put the contract together they put language in there from the original contract that should have been taken out. First Piedmont has requested the removal of the language ‘and disposal rates at First Piedmont facilities.’ From paragraph 4 of the contract. The haul rates and disposal rates are combined into one rate earlier in the paragraph so we do not need this language in the contract.”

Mr. Ferrell stated “This is a technical revision. I asked Kevin to bring that before the Board because I wanted you to see the entire agreement. It came back to the county with a little red line and an initial and rather than moving forward with the initial I asked Kevin to bring this technical correction back to the Board for review and approval. You have seen the contract before. It is the same as last year’s except for this one technical revision. I just wanted the full Board to see the revised contract.”

Vice-Chair Lucas asked “So this is basically just terminology?” Mr. Howard responded “Yes ma’am.”

Commissioner Satterfield asked “This contract has been approved, has it not?” Mr. Ferrell responded “It has.” Commissioner Satterfield continued “So this is amending the current contract to this.” Mr. Ferrell responded “The signed version from the vendor came back with a slight change and the vendor initial and rather than calling that a deal I wanted the full Board to see the revised contract and to approve the revised contract. Yes you have approved the substance in the original agreement.” Commissioner Satterfield continued “So what is highlighted in this is what was changed?” Mr. Howard responded “It is what is coming out, yes sir.”

Vice-Chair Lucas asked “Does it change the rate?” Mr. Howard responded “No ma’am if you will look above that in the middle of the paragraph it says ‘applied to First Piedmont haul rates and to the disposal rates at First Piedmont, that is the Energy Surcharge of 1%. It is all put

together as one rate instead of two separate rates. You still get the 1% decrease off of both of them in one rate instead of two different charges.”

Commissioner Travis moved, seconded by Commissioner Williamson to approve the Solid Waste Revised Contract. The motion carried unanimously.

TWO MAUDS FOUNDATION GRANT OFFER TO CASWELL COUNTY

Mr. Howard stated “You have a memo about this. Basically what this is that Animal Shelter found a grant for us to apply for to help with spay/neuter program for low income folks in the county. How this works is two or three years ago the Board approved, we actually got a donation of \$750 to start the program and we get reimbursed from the state quarterly based on how many animals are spayed and neutered. Right now that runs between \$1700 and \$1800 a quarter that comes back to the county from the state. What this grant will do is they are asking the county to match a \$5,000 grant for two consecutive fiscal years with \$5,000. We can use the \$1750 we have as part of our \$5,000 match but we will have to come up with the difference. After 2 years this money will go to the state and seek reimbursement again and we will be able to get up to \$10,000 and will rollover every year in the spay/neuter program. Once we make the initial investment the state will reimburse us for that and then it will roll over quarterly as long as the funding is available through the State of North Carolina.”

Commissioner Travis asked “Where is the \$3300 coming from?” Mr. Howard responded “It is in the budget this year for Animal Control if the Board wants to move forward with this grant.”

Vice-Chair Lucas asked “How was it in the budget?” Mr. Howard responded “It was just included in Animal Control’s budget as part of that spay/neuter program. If you decide not to do the grant the money will just sit there.”

Commissioner Travis asked “So in other words this \$5,000 is already in the budget?” Mr. Howard responded “Well it is not \$5000 in the budget, it is \$3300.” Commissioner Travis continued “And next year we will have to have \$5000?” Mr. Howard responded “No it will still be \$3250.”

Vice-Chair Lucas asked “Was this a new line item in the budget?” Mr. Howard responded “Yes this is new. If you do not want to do this the money will stay in the budget.” Vice-Chair Lucas continued “What was the extra money to APS used for?” Mr. Howard responded “Operating costs. This is an attempt. We have a problem at the shelter with folks who have animals and don’t get them spayed or neutered and they keep getting the puppies over and over again. This grant would help to reduce operational cost at the shelter. That is the thought behind it.” Vice-Chair Lucas asked “Don’t we already have that program?” Mr. Howard responded “What this will do is allow us to expand that program to reach out to more folks. You will invest \$6600 over a 2 year period and if the state funding continues on that reimbursement we will receive up to \$10,000 every year to fund that program every year.”

Commissioner Carter stated “I think this is a good program. I know this past Saturday Guilford County has their pet fair. They had 70 pets there and all of them were adopted and found homes. This will help to reduce the population. I think it is a good program.”

Commissioner Satterfield moved, seconded by Commissioner Carter to accept the grant as presented by the County Manager.

Commissioner Satterfield stated “I think we need to spay and neuter as many animals as we can. That is the only way that we will ultimately be able to reduce population.”

Vice-Chair Lucas stated “I was a little taken back that this was already in the budget for this year and now we are talking about it after the fact.” Mr. Howard responded “Yes ma’am. It was an oversight in the process. That is why it is coming before you now so you can decide if you want to move forward with it or not.”

Upon a vote of the motion, the motion carried by a vote of four to two with Commissioners Lucas and Travis voting no.

GUILFORD MILLS RENTAL REQUEST Freedom House

Mr. Howard stated “Freedom House was actually a part of the CJPP grant program. We were paying their lease as part of that grant. We were taking funds out of that grant and paying that lease. The state has taken over that grant program so the funding no longer comes to the county. They want to maintain their space so they are requesting a lease agreement and they will be paying us for that space.”

Vice-Chair Lucas asked “So this is a new lease.” Mr. Howard responded “It is a new lease. It was not lease before because we were the grant recipient and the grant paid for that lease space out of what was brought in. The money never went to Freedom House and then came back to the county. We were paying that directly.” Vice-Chair Lucas continued “All the spaces being rented at Guilford Mills did you incorporate the utilities in the rent amount?” Mr. Howard responded “The utilities will be picked up again. When Alamance/Caswell was in operation they paid the utilities out of our local funding we sent in. I am in talks with them now to pick that back up as part of PBH so they will be paying that directly out of our...” Vice-Chair Lucas stated “I think \$115 a month for a rent is low with no utilities.” Mr. Howard responded “It is based on \$6 per square foot.”

Commissioner Satterfield moved, seconded by Commissioner Williamson to accept the lease agreement s presented. The motion carried unanimously.

DRUG TREATMENT COURT FUNDING REQUEST

Mr. Howard stated “I am brining back to you the request from Judge Galloway to pay the costs for the drug court administrator to drive to Caswell County. He has requested \$2,288. I was asked to go back and look at the budget. This early in the year it is hard to say which particular

line item would have an access being only a month into the fiscal year. My recommendation would be if the Board wants to fund this to take the money out of contingency that is in the budget for this year.”

Commissioner Carter asked “Kevin can that money come out of court fees?” Mr. Howard responded “No sir, court fees are to maintain the courthouse.”

Commissioner Satterfield asked “Where did you say to take the money from Mr. Manager?” Mr. Howard responded “Contingency line item in this year’s budget.” Commissioner Satterfield continued “How much money are we putting in this teen court thing?” Mr. Howard responded “All we would put into it would be the \$2,288.” Commissioner Satterfield asked “Is this teen court or drug court or a combination of both?” Mr. Howard responded “It is drug court.” Commissioner Satterfield continued “What brought this up? Was John Lee being funded by state funds last year or did the state drop some funds or what?” Mr. Howard responded “My understanding is it was a grant fund and the grant went away. Judge Galloway went to Person County requesting \$55,000 to fund the position and Person County provided that funding. After he got that approval he came to this Board after our fiscal year budget was adopted requesting just the funds to get that person from Roxboro to Yanceyville.”

Commissioner Travis asked “Do we have to fund this?” Mr. Howard responded “We don’t have to.”

Vice-Chair Lucas asked “Would this be considered personnel or drug court program?” Commissioner Satterfield responded “Court facility fees cannot be used for programs or personnel. It has to be for the court facilities.” Mr. Ferrell added “This is just a mileage reimbursement. This is a travel reimbursement cost related to getting this drug treatment provider to Caswell County. It does not have anything to do with facility maintenance. I will say that these programs have been in existence across the state and generally get tremendous results for the participants and reduce court cost through reducing recidivism in general. The legislature really curtailed funds for this type of program across the state and a lot of counties are being asked to pick up costs to continue what is invaluable community based programs and that is some of what you are seeing here.” Vice-Chair Lucas continued “Couldn’t be used for court related personnel?” Mr. Ferrell responded “I would have to look at their position in Person County; I don’t know the details of how Person County has hired them.”

Commissioner Satterfield stated “I would like to see this item tabled and perhaps get some more information and have Judge Galloway or John Lee to come before this Board and to kind of explain a little bit about the drug court and what kind of results they getting, why it is important. I don’t think we know enough about it.” Vice-Chair Lucas responded “I would like to know more about it. I know people who could use this service.”

Commissioner Satterfield moved, seconded by Commissioner Jefferies to table this issue until the next meeting. The motion carried unanimously.

COUNTY MANAGER'S REPORT
Dan River Reclassification

Mr. Howard stated "I put a copy of a letter that I received from the North Carolina Department of Environment and Natural Resources in your packet. The administrative rule passed and they are giving us a timeframe to get our local rules into effect. I will say that is my understanding that at any point in time one of our legislatures can introduce a bill that would nullify that administrative rule so when the session comes back in January if the Board so wishes we can make that request again to whoever is in office at that time or anyone really who is up there to try to get something done in the next session. We have until March 30th to put this into effect so that gives us time to deal with this on however the Board decides."

Capital Needs Update

Mr. Howard stated "Just briefly I had hoped to have the bids to you this week on this building and the roof. I did not have 3 bids for this building at the time we got the packets out. I have 3 bids now so I will be bringing all of that to you at the next commissioner's meeting. I only had 2 bids on this building and I wanted 3. I received the 3rd bid after the packets went out."

ANNOUNCEMENTS AND UPCOMING EVENTS

A. NCACC Annual Conference at Raleigh Convention Center – August 16 – 19, 2012

Mr. Howard stated "I wanted to add one thing to this; the Chamber of Commerce's Annual Picnic is tomorrow night at Maud Gatewood Park at 5:30 p.m."

Commissioner Williamson stated "I would like to personally thank the county commissioners, the staff, and the county departments for the cards, gifts, the food and the visitors during my father's lose. I just want to thank you. Words can't say how it made me and my family feel to see so many of the county people during this time. Just to share some good times my daughter gave birth to a 7 lb. 6 oz. baby girl the morning before we had my father's home going. I just thank ya'll for your support."

Commissioner Satterfield stated "I have a couple of things. I guess I should have brought them up during the County's Manager's Report. Mr. Manager I have a couple of things that kind of bother me and I think that maybe you can answer these or maybe you will need to get an answer for the next meeting. I went down to the project about a week ago just to kind of look around and I notice our parking lot down there. The grade of the parking lot is a grave concern to me because I know just looking at it when we get a heavy rain we are going to have problems down there with our emergency generator system. It is going to be flooded out. I don't know who designed that parking lot but they ran all of the water from the top of that hill right straight into the new building instead of cutting down the slope. You need to look into it when it rains because I can assure you that will be a problem." Mr. Howard responded "We have had a big rain since then and I don't think anything jumped that curb but I will check around and ask." Commissioner Satterfield continued "We have not had a big rain since that thing has been built out there." Mr. Howard responded "This past Saturday we had 4" of rain and it did not jump that

curb.” Commissioner Satterfield stated “One person told me that it looked like a river down there when it rained just a little bit.” Mr. Howard responded “I will double check with them the next time it rains.” Commissioner Satterfield continued “Maybe this week we will get enough rain to see. You know they have one drain down there but I don’t think that is going to be anywhere adequate. That is a lot of water that will come across there. The second thing that I don’t quite understand, the extension that we put on the back I understand now we are having to deviate from the original plans for bringing in prisoners instead of bringing them directly into the courtroom they would come in the back door, this, that and the other. How did that mistake happen?” Mr. Howard responded “That will be on the agenda at the next meeting. The architects will be here to explain what is going on with that.” Commissioner Satterfield continued “So we will have an answer on that at the next meeting then?” Mr. Howard responded “Yes sir.” Commissioner Satterfield stated “Alright. That is fine.” Mr. Howard responded “There are several factors that went into that.” Commissioner Satterfield stated “You need to take a real close look at that parking lot down there when it rains. If someone has done something wrong on that now is the time to correct it and not a year from now.” Mr. Howard responded “I understand.”

ADJOURNMENT

At 8:23 p.m. Commissioner Jefferies moved, seconded by Commissioner Satterfield to adjourn. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Cathy W. Lucas
Vice-Chair
